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TO:		DATE	
ROOM NO.		BUILDING	
REMARKS:		EXTENSION	
FROM:		DATE	
ROOM NO.		BUILDING	

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ILLEGIB

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October 26, 1962

Initial Preparation Machine Language Requirements

1. The Committee on Documentation, having informed itself continuously of the state of the computer and associated arts, draws the attention of the USIB to certain minimum requirements which must be met over a long preparatory period if mechanization is to become effective.

2. In particular, the mechanization of index and reference collections is likely to be increasingly economical and attractive because of its potential of reducing duplication of effort - both analytical and clerical - and of accelerating and improving the quality of intelligence, counter-intelligence, and security processes. In this mechanization process, new areas of cooperation within the Community will be identified.

3. Data processors cannot operate without a data base in machine language, and their use is not effective until this base is comprehensive. It should therefore be the policy of the USIB to urge those members of the intelligence community which have not yet done so to take prompt preparatory steps toward progressive mechanization as follows:

a. Adopt internally consistent formats for reference and index entries for each application;

b. Obtain machine language from all such reference production activities by using special typewriters or keypunchers instead of standard typewriters;

c. Store the resulting machine language in anticipation of automatic data processing;

d. Begin systems analysis of this data base with a view to computer handling and programming compatibility within the intelligence community.

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